

A L A S K A

Family Oriented

Client Centered



CLOSE OUT Report Narrative Denali Grant 06-4-C-5025

Project: Construction of Phase II of the Domestic Violence Shelter.

Contact Person: Donn A. Bennice Ph.D. Chief Executive Officer

Contact Numbers: Phone (907) 746-6231, Fax (907) 746-1177

Background: The Project consists of Construction of a new Support Services facility to be located in Palmer, Alaska. This project is identified as Phase II of the new Domestic Violence Shelter. The existing facility in Palmer is not accessible to residents of the Shelter and staff. The goal is to improve operating efficiency with the consolidation of work sites and provide a one stop services facility that is customer friendly, and readily available to the clients of Alaska Family Services.

Activities: Financial Assistance Award 0136-DC-2004-I22 for the amount of \$567,331 was awarded to Alaska Family Services from the Denali Commission, July, 2005. This award is referenced as Grant # 06-4-C-5025 and monitored through the Department of Health and Social Services, Denali Commission Funds.

Upon award of the grant, requests for proposals were posted in the Anchorage Daily News and the Frontiersman. The description of work identified the project as; construction of a new 4500 sq. ft., single level wood frame structure located at 1825 S. Chugach Street, Palmer AK. next to the existing Shelter. Bids were scheduled to be opened publicly and read Monday June 27th at 10:00 a.m. at the main level conference room at Alaska Family Services located at 403 S. Alaska Street, Palmer, Alaska. Contract documents were to be made available beginning June 20, 2005 from Wolf Architecture, 610 South Bailey, Palmer, Alaska.

Due to delays in the design and advertising phases, the contractor had not yet been awarded by June 30, 2005. A new date of August was set for ground breaking with the projected completion date of December 2005. By mid August 2005, construction had begun on the project. By the time of the first quarterly report, (Sept 05) was due, 21% of the allocated funds had been expended and the foundation for the building was complete. The project was back on schedule.

Early October the walls and the roof of the building were completed allowing work to be started on the inside. The Project manager coordinated with various sub-contractors and was able to have more than one group working on the building at a time, which increased overall efficiency.

Corporate Office:
1825 S. Chugach St.
Palmer, AK 99645
Phone: 907-746-4080
Fax: 907-746-1177

Mat-Su Treatment Center:
291 E. Swanson Ave.
Wasilla, AK 99654
Phone: 907-376-4000
Fax: 907-373-1135

Wasilla Office:
899 Commercial Dr.
Wasilla, AK 99654
Phone: 907-376-4080
Fax: 907-373-0640

Cost Containment: Project costs were closely estimated and the completed project came in under budget, actual expenses were \$1,046,459.75, equaling 92% of the budget. A cost analysis including total project costs is attached. The end product successfully accomplished the results desired in the original proposal.

Project Outcomes: The completion of the Support Services building has allowed Alaska Family Services to consolidate operations into a one stop service facility. The new facility is able to provide a secure waiting area for clients and improve safety for employees. Counselors are able to conduct operations in a comfortable atmosphere providing a heightened sense of privacy to clients. Most importantly, the consolidation of support services for women and children who present for services while living in the Emergency Shelter.

Problems Encountered: The construction portion of this project was accomplished with minor interruptions. The weather remained accommodating allowing crews to work the finished

Conclusions and Recommendations: The smooth operation of this project can be attributed to the experienced Foreman, attention to detail, coordination and communication.

A handwritten signature in purple ink that reads "Donn A. Bennice". The signature is written in a cursive, flowing style.

Donn A. Bennice, Ph.D.
Chief Executive Officer
Alaska Family Services

Denali Commission
Quarterly Project Financial Report
Project Performance Analysis (PPA) Form

Project Name: Construction Phase II Domestic Violence Sexual Assault Shelter

Agency: Alaska Family Services, Inc.

Reporting Period: Final Close-out

Grant #: 06-4-C-5025

NOTE: Include Denali Commission Grant Funds Only on this form.

| Line Items: | Approved Budget: | Actual Cost to Date: | Scheduled Completion Date: | Actual Work Performed: |
|------------------|------------------|----------------------|----------------------------|------------------------------------|
| Construction | \$465,771 | \$500,000 | 5-1-06 | Building construction finish work. |
| Contingency Fund | \$101,560 | \$ 23,230 | 5-1-06 | Building construction finish work. |
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| | | | | |
| | | | | |
| Totals: | \$567,331 | \$523,230 | | |

Signature:

Donn Bennice, CEO
 Print Name and Title:

Date:

Form 641B

Attachment F

**Denali Commission Quarterly
Project Narrative and Funds Disbursement Request**

Project Name: Phase II – Domestic Violence Sexual Assault Facility

Agency: Alaska Family Services Reporting Period January 2006

Grant #: 06-4-C-5025 Amount of Funds Requested \$23,230

1. What is the status of the project; include portions completed?

The project is now complete except for the outside of the building and landscaping which is due to be completed in the spring of 2006'

2. Is the project on schedule; if not, how will this be dealt with?

The project is on schedule.

3. Is the project on budget; if not, how will this be dealt with?

The project is on budget at this time. We are now closing this grant out.

4. Other comments/problems and solutions:

This project has progressed nicely and is now completed.

**Denali Commission
Quarterly Project Financial Report**

Project Name: Construction Phase II Domestic Violence Sexual Assault Shelter

Agency: Alaska Family Services, Inc.

Reporting Period: Final Close-out

Grant #: 06-4-C-5025

Please include the following information:

(Use additional pages as necessary)

Budget Information:

1. The total project budget—Denali Commission and other funds combined
\$1,134,663
2. The total project expenditures as of the end of the most recent quarter
\$1,046,459.75
3. The total amount of Denali Commission funds committed to the project
\$567,331
4. The total expenditure of Denali Commission funds for the project as of the end of this reporting period
\$523,230
5. The percentage of expenditures to the total budget
92%
6. Project Performance Analysis (use PPA form on page 2 of 641)

Project Schedule:

Show the project schedule with milestone dates for design and construction.

Construction 97% complete. Final work to be completed in spring – painting and finish work, landscaping, and clean-up.

Form 641A

State of Alaska Department of Health & Social Services
Denali Commission Funds
Construction Phase II Domestic Violence Sexual Assault Shelter
Grant #: 06-4-C-5025
Grantee: Alaska Family Services

Attachment K:

| | |
|----------------------------------|------------|
| Freight: | 1,195.09 |
| Labor: | |
| Materials: | 424,055.90 |
| Other: (Construction, etc.) | 508,148.46 |
| Planning and Design: | |
| Project Administration/Overhead: | 113,060.30 |

Total Expenditures reported
for this award: \$ 1,046,459.75

| | |
|---|---------------|
| Amount requested from Denali Commission | \$ 523,230.00 |
| Amount received to date | \$ 500,000.00 |
| Amount requested with Close-Out | \$ 23,230.00 |

